



Project Goals, Sample Submission & Process Inquiry Form

In order to provide you with the most insightful and accurate analysis, we ask that you provide us as many details as possible about your process or the process of your supplier(s). This could include chemical data sheets, MSDS for chemicals, photographs or engineering drawings that would help clarify the problem or focus on the areas for analysis.

Before Foresite is able to start your project, we will need to collect the following items from you:

- Decision and agreement regarding samples to be analyzed
- Project timing requirements (subject to SIR chamber or cleaning equipment availability)
- Approved hard copy purchase order (PO) or credit card number
- Samples
- This document filled out as thoroughly as possible – You may email it to Foresiteinfo@residues.com, fax to (765) 457-9033 or send it along with your samples

Name: _____ **Company:** _____

Address: _____

Phone: _____

Email: _____

What is the primary goal you would like this project to accomplish?

List the 3 most important questions you want this project to answer:

- 1.
- 2.
- 3.

Please indicate any customer imposed quality specifications

How urgent are your timing requirements for completion of this project?

**Our standard lab turnaround is 10- days, but we do offer a 2- day turnaround for an additional fee*

Please indicate shipping preferences for product return:

Shipper: _____ Account #: _____

Please Ship all Samples to:

Primary Location

Terra Burns
Foresite, Inc.
1982 S. Elizabeth St.
Kokomo, IN 46902

Or

Other locations to be determined

China Location

Microtek
No. 19 Xin Ke Road
Electronics Technology Park
Chagzhou, Jiangsu, China
213031

* Samples should be placed in ESD bags and labeled, include any circuit schematics, photos

* Contact Terra (terrab@residues.com) for questions regarding shipping





Sample Description Table

Please utilize this table to enter identifying information for the samples that you are submitting. If you are utilizing the Umpire board test coupon for your project, please make sure to order your umpire boards (gerber files available from Foresite) and order stencil and components listed in the BOM.

Product Description:			
Part Description (ie: Bare board, assembly, failed assembly, known good, test coupon, etc.)		Identification (ie: Serial # or other identifying mark)	Area of Interest (ie: sensitive component or failure area)
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

Place any relevant photos identifying areas of interest if possible below:





Assembly History Form

Please provide any descriptive information you have available about the materials and the process specifications specific to your samples. Not all of these categories may apply to your situation, but please fill in as much as possible about those that do.

Bare Board History

Laminate Type: _____ Metallization: _____

Soldermask Type: _____

Cleanliness Spec on Bare Board? Y / N If so, what is the spec? _____

Additional notes on bare boards: _____

Assembly – Reflow

Single / Double Pass (circle one)

Solder Paste Manufacturer: _____ Product ID: _____

Reflow Settings: _____ Reflow Equipment: _____

Touch-up Flux: _____ Any Cleaning after reflow? Y / N (circle one)

Cleaning Equipment Manufacturer / Model: _____

Cleaning Water Quality: _____ Saponifier (if used): _____

Additional notes on Reflow: _____

Assembly – Wave Solder

Wave Solder Equipment Manufacturer / Model: _____

Flux Manufacturer: _____ Flux Product ID: _____

Flux Application Method: _____

Additional notes on Wave Solder: _____

Hand Solder

Cored Solder Manufacturer: _____ Product ID: _____

Touch-up Flux Manufacturer: _____ Product ID: _____

Was flux applied with a bottle or pen? (please specify): _____

Was any localized cleaning done after hand soldering? Y / N (circle one) – Please explain if yes, and

add any additional notes: _____

